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LYNN FAZZ  
CLERK OF SUPERIOR COURT  
YUMA ARIZONA 85364

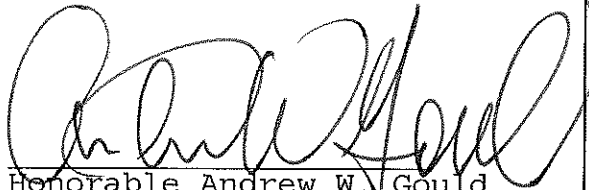
IN THE SUPERIOR COURT OF THE STATE OF ARIZONA  
IN AND FOR THE COUNTY OF YUMA

IN THE MATTER OF: )  
LOCKDOWN POLICY FOR THE JUSTICE )  
CENTER AND HISTORIC COURTHOUSE )  
IN COUNTY OF YUMA, STATE OF ) Administrative Order  
ARIZONA ) No. 2011- 13

Pursuant to Administrative Order 2005-32 issued by former Arizona Chief Justice Charles E. Jones on May 16, 2005, the presiding judges of each county were granted the authority to establish court security policies and procedures to provide a safe work environment for judicial employees, litigants and users of the court.

**IT IS THEREFORE ORDERED** that the following Lockdown Policy is adopted by Superior Court in Yuma County effective August 23, 2011.

DATED: August 23, 2011

  
Honorable Andrew W. Gould  
Presiding Judge

1 cc:

2 Chief Justice Rebecca White Berch

3 Hon. John N. Nelson

4 Hon. Mark Wayne Reeves

5 Hon. John Paul Plante

6 Hon. Larry Kenworthy

7 Hon. Maria Elena Cruz

8 Hon. Kathryn Stocking-Tate

9 Hon. Denise D. Gaumont

10 Hon. Lisa Bleich

11 Hon. Lynn Fazz, Clerk of the Superior Court

12 Dave Byers, Director of the Administrative Office of the Courts

13 Mike Baumstark, Assistant Director of the Administrative Office  
of the Courts

14 Margaret C. Guidero, Court Administrator

15 Jon Smith, Yuma County Attorney

16 Robert Pickels, Yuma County Administrator

17 Michael Breeze, Public Defender

18 Jose de la Vara, Legal Defender

19 Ronald F. Jones, Conflict Administrator

20 Tim Hardy, Director of Juvenile Court Services

21 Steve Hardy, Chief Adult Probation Officer

22 Sherri Williams, Caseflow Manager

DEPARTMENT: Superior Court

DIVISION: Court Security

POLICY RULE: Lockdown

DATE ADOPTED: August 23, 2011

## **LOCKDOWN**

### **Purpose**

To establish a uniform policy for the lockdown of the Yuma Justice Center.

### **Definition**

Types of Lockdown

- A) **Total lockdown.** Is an emergency response to an immediate threat to human life in or around the Justice Center and when exiting the building cannot be accomplished safely. Entry and exits will be secured by security personnel or designees. Only public safety personnel will be granted access to the building.
- B) **Partial lockdown.** Entry and exit into the Justice Center will be closely supervised as circumstances dictate.

**Events that may initiate a lockdown are, but not limited to:**

- Active Shooter
- Hazardous Material Emergency
- Escaped Prisoner
- Missing Child
- Civil Unrest

### **Security**

When security receives reasonable and credible information as defined, a lockdown will be ordered.

### **Initiation of lockdown:**

- Initiate appropriate level of lockdown based on circumstances and information available.
- Secure buildings (assess need to secure parking garage).
- Call for law enforcement assistance.
- Notify Presiding Judge or designee of situation.

1 If deemed appropriate, the Presiding Judge or designee will activate a command  
2 center at a predetermined location.

3 Await further direction from Director of Security, Presiding Judge or his  
4 designee.

### 5 **Training**

6 Training will be sponsored by the Superior Court Staff. Appropriate training  
7 will be provided for Court Security Officers. In addition, training will be  
8 provided for all employees and staff occupying the Justice Center.

9 Departments may provide additional training consistent with this policy

### 10 **Reporting**

11 Any activation of a Lockdown will be followed up with a complete investigation  
12 and report. This report will be presented to the Presiding Judge

### 13 **Significant Contact Numbers**

14 See attached list  
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**EMERGENCY NOTIFICATION TELEPHONE NUMBERS AND E MAIL ADDRESSES**

<u>Agency</u>	<u>Telephone Numbers</u>	<u>E mail</u>	<u>Instant Message</u>
<b>Yuma Police Department</b>	9 -1-1 & 783-4421		
Chief Jerry Geier	919-3705		
Chief Deputy John Lekan			
Captain Danny Rhodes			
Public Information Clint Norred	373-4715 / 246-5742		
<b>Yuma County Sheriff's Office</b>	783-4427 or 782-1965		
Major Leon Wilmot	783-4427/210-3917		
Capt. Eben Bratcher	783-4427/503-2502		
Lt. David McBride	539-7831		
Lt. Darren Simmons	783-4427/503-3289		
<b>Adult Detention Facility</b>			
Capt. Mark Martinez	539-7898/580-6649		
Lt. Joe Lackie	539-7879/		
Lt. Henry Hernandez	539-7870		
Lt. Jensen			
<b>Clerk of Superior Court</b>	817-4210		
Clerk, Lynn Fazz	817-4223 /246-1210		Lynn Fazz
Chief Deputy, Rick Colwell	817-4222 / 210-3645		
Exec.Assistant, Michael Griego	817-4246 / 257-8099		Michael Griego
Michelle Lackey	817-4241		Michelle lackey
<b>Adult Probation Department</b>	329-2210		
Chief, Steve Hardy	819-6003/ 246-1792		Steve Hardy
Deputy Chief, Karen Hoffman	329-2210 ext. 2309		Karen Hoffman
Martin Mendez	329-2210 ext. 2302		Martin Mendez
Donnet Villegas	329-2210 ext. 2310		Donnet Villegas
<b>Juvenile Court</b>	314-1800		
Presiding Juvenile Judge			
Kathryn Stocking-Tate	314-1852/580-8423		
Commissioner/Judge Pro Tempore			
Denise D. Gaumont	314-1867 /210-9102		
Director, Tim Hardy	314-1813 / 210-4000		
Deputy Director Jolene Hefner	314-1819/ 210-4006		
Deputy Director Leo Mendez	314-1827/ 210-3999		
<b>Justice Court Precinct #1</b>			
Judge Greg Stewart	817-4100/ 261-5503		
Judge Yolanda Torok	817-4100/ 580-8016		
Mark Madden	817-4111/ 580-2904		
George Hofer, Marshal	817-4115 / 919-3297		George Hofer
Margo Fasavalu			Margo Fasavalu
Susan Northcutt			Susan Northcutt

**EMERGENCY NOTIFICATION TELEPHONE NUMBERS AND E MAIL ADDRESSES**

<u>Agency</u>	<u>Telephone Numbers</u>	<u>E mail</u>	<u>Instant Message</u>
<b>Justice Court Precinct #2</b>			
Judge Jorge Lozano	314-5100 /276-0898		
Reyna Herrera	314-5111 /		
<b>Justice Court Precinct #3</b>			
Judge Russ Jones	785-3321/261-6993		
Carol Hudson	785-3321/		
<b>San Luis Municipal Court</b>			
Judge Rosendo Morales	341-8595 /		Rosendo Morales
Ernesto Lugo, Security	341-8595 / 550-1345		
Andrea Ruiz, Court Administrator	341-8695/		Andrea Ruiz
<b>Somerton Municipal Court</b>			
Judge Manuel Figueroa	627-8152/ 261-9714		
<b>Yuma Municipal Court</b>			
Judge Douglas Stanley	373-4800 /		
Judge Nancy Davis	373-4800 /		
Angela Graddy, Court Administrator	373-4800/		
Court Security	373-4808		
Jenny Umphress			
Angel Perez	373-4809/388-4266		
Jose Figueroa	373-4808 /304-2677		
<b>Yuma County Administration</b>			
Robert Pickels	373-1105 /388-8546		
Felicia Medina, Deputy Admin	373-1010 /261-8856		
<b>Yuma County Attorney</b>			
Jon Smith	817-4300 / 580-2306		
Roger Nelson	817-4300 /		
<b>Yuma County Emergency Mgmnt</b>			
Gretchen Robinson	373-1093		
Michele Dominguez	373-1143		
<b>Public Defender</b>			
Michael Breeze	817-4600 / (602) 448-1565		
William Herring	817-4600/ 246-1567		
<b>Constable, Precinct # 1</b>			
John Nozar	817-4204 / 580-5357		
Art Gradillas	817-4203 / 580-9820		
Mary Martinez	817-4205 / 580-1912		

**EMERGENCY NOTIFICATION TELEPHONE NUMBERS AND E MAIL ADDRESSES**

<u>Agency</u>	<u>Telephone Numbers</u>	<u>E mail</u>	<u>Instant Message</u>
<b>Yuma County Risk Managment</b>			
Shannon Gunderman	373-1137 /	Shannon.Gunderman@yumacountyaz.gov	
Diane Robinson	373-1138 /	Diane.Robinson@yumacountyaz.gov	